





SAM-IT Course Exercise 1 S.A. Training Management Web Sites

7 March 2003

Note: This *Exercise* will teach you to use the new DISAM **International Training Management (ITM)** Web Site and the various **MILDEP Training Management** web sites. It will acquaint you with the broad range of international training information that is now available at these web sites. Please understand that all of these systems are quite *dynamic* (changes occur continuously). Consequently, there may be slight differences between the *current* web site content and this *Exercise*. Please take your time and follow the *step by step* instructions that are provided, until you become more familiar with the various web sites.

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Accessing the International Training Management (ITM) Web Site

The newly created **International Training Management (ITM) Web Site** provides access to a very wide range of resource materials that cover the management of international military training. Naturally you will want to create a *Bookmark* (Netscape) or a *Favorite* (MS Explorer) on your duty station computer to facilitate accessing this and other international training web sites.

Double-click on the ITM Web Site shortcut.

Note: At your home station, type the following web site address in the **Location** block of your Browser screen: http://disam.osd.mil/intl training/ and press **Enter**.



If you have not previously read the **International Training Management** Home Page, do so at this time. Be sure to scan the content of the large red bordered box so that you will get an idea of the content of the site.

Note: The following will assist you in navigating the Internet web pages. You can click on the *Netscape* **Stop**, **Back**, or **Forward** buttons (at top of screen) to navigate quickly between pages. If at any time you find that the **Back** button is *grayed* out, simply *close the page* you are on by clicking on the **X** in the upper right corner.



Note: Many documents provided in the ITM web site require *Adobe Acrobat Reader* to view them. The ITM Home Page explains how to get *Adobe Acrobat Reader*.

International Training Management (ITM) Web Site Content

Scroll down to the **Red** menu box and, in the upper left corner, *click* on **Articles**. Scan the titles of the articles that provide extensive coverage of international training subjects. Click on the **International Student Guide to the American Culture** article (Dec 2000). This article is an excellent intercultural presentation for an international military student going to the U.S. Click on **Back** until you return to the **International Training Management** page.

Click on Messages. Click on: IMET Policy Changes – DSCA (most recent IMET policy changes), Revised Guidance Regarding Leahy Amendment (latest State Department guidance on screening of IMS). Scan the titles of other messages provided and remember this valuable collection of training policy. Click on Back until you return to the International Training Management page.

Click on References. Click on Chapter 10-Intl Mil Student Administration of the JSAT as it is hosted on the DISAM web server. Click on Back to return to References. Scan the rest of the reference publication titles provided. Under DSCA, click on the Expanded IMET Handbook and the S.A. Health Affairs Handbook. These Handbooks are newly published. Click on Back until you return to the International Training Management page.

Click on Lessons and then click on SAM-O Course (SAO Course). Under 1. SAM-O Course, Training Track Exercises, click on Exercise 1 – Use of S.A. Training Management Web Sites. Do you recognize this exercise? Click on Back, scan the SAO Lessons and Exercises page. Click on Back until you return to the ITM page.

Click on **Events--Dates**. Note the date of your upcoming Unified Command **TPMR** conference. Click on **Back** until you return to the **ITM** page.

Click on **Web Site Links** and scroll through this entire master list of all International Training web sites. Note that the links in the **Red menu box** provide bookmarks to those specific sections of the listing. Click on **Back** until you return to the **ITM** page.

Under **Training Programs** *click* on **Counterterrorism Fellowship Program** and see if your country can expect to have a CTF training program. *Click* on **Back** until you return to the **ITM** page.

Under **Automation**, *click* on **I-SAN** and review the information provided on that system. What is the International SAN? *Click* on **Back** until you return to the **ITM** page.

Under **SAO**, *click* on **SAO Best Practices**. *Examine* one or two of the example documents provided. *Click* on **Back** until you return to the **ITM** page.

Under **MILDEP**, *click* on **Army**. Notice that links are provided to the Army master training catalog, **ATTRS**, to important Army regulations, and to important portions of the SATFA web site. Information on the other MILDEP/MILSVCs is similarly provided. *Click* on **Back** until you return to the **ITM** page.

Under **Unified Command**, *click* on your **Unified Command's Training** office and see what information is provided. *Click* on **Back** until you return to the **ITM** page.

Under Functional Areas, *click* on English Language Laboratories, Expanded IMET, Health Affairs, and Student Screening and see the kind of functionally specific information that is provided. *Click* on **Back** until you return to the **ITM** page.

Located just above the **Red menu box**, as you are directed to do so in the following sections, click on **DSCA**, **NETSAFA**, **SATFA**, **AFSAT**, and **SATMO**.

Click on the **Back** button as needed to return to the **International Training Management** page, so that you can go to the next web site.

Remember: If, at any time, the **Back** (or **Forward**) button is not *active* (grayed out), close the screen that is open by clicking on the **X** in the upper right corner of the screen to close that screen.

The DSCA International Training Web Site

The **DSCA International Training Programs** web site currently provides only limited definitional information.

Click on **DSCA** on the **International Training Management** page and scan the content of the **DSCA International Training Programs** page.

Hint: Use the **Back** and **Forward** buttons in the upper left tool bar to easily move back and forth to the various web site pages.

Click on Back to return to the International Training Management page.

The NETSAFA Web Site

The NETSAFA Web Site provides excellent information on Navy, Marine Corps, and Coast Guard provided training. It is intended for use by all overseas SAO training managers and IMSO offices located at the various Navy/Marine Corps/Coast Guard training activities. It provides very valuable guidance on how to work with NETSAFA in order to request and program Navy training.

Click on NETSAFA on the International Training Management page.

Contacting NETSAFA

NETSAFA no longer lists its **country program managers** due to increased security concerns. On the **SAN Main Training Menu** you will find the link **Int'l Training POCs**. That link will take you to a detailed international training POC listing that includes specific entities at NETSAFA with names, telephone numbers, and E-mail addresses.



SAO Guide

Click on SAO Guide on the left hand menu of the NETSAFA home page.

Click on and scan a few of the items provided in the first three **chapters** of the NETSAFA **SAO Guide**. Get a feel for the kind of guidance that NETSAFA provides for you.

Click on Back or NETSAFA Home and return to the NETSAFA Home page.

Finding Navy Training Information

Click on U.S. Navy Training Catalog on the left side of the Home page.

Sections I and **II** of the Navy Training Catalog provide information about the **management** of Navy training programs.

Click on **How to Request Navy Training** and **Related Publications**. Read those sections and connect to some of the links provided. Click on the **Back** and **Forward** buttons as needed to navigate.

Click on Back until you return to the Table of Contents of the U.S. Navy Training Catalog.

Sections III thru VI of the Navy Training Catalog provide information about specific training courses.

Click on some of the different categories of training provided in Sections III thru VI.

For instance, click on Defense Resources Management in Section III.

Click on the hyperlinked MASL number (click on <u>P162002</u>) to view a course description.

MASL	Title	CIN
P162002	DEFENSE RESOURCE MANAGEMENT	S- 00-33
<u>P162003</u>	INTERNATIONAL DEFENSE MANAGEMENT	S- 00-33
P162004	SENIOR INTERNATIONAL DEFENSE MANAGEMENT	S- 00-33
P162008	INTERNATIONAL DEFENSE MANAGEMENT APPLICATIONS (WITH MICROCOMPUTERS)	S- 00-33
<u>P189009</u>	DEFENSE RESOURCE MANAGEMENT INSTITUTE OBSERVERSHIP	NON
P262000	MET DRMI SEMINAR	
<u>P319015</u>	MOBILE TRAINING TEAM DEFENSE RESOURCE MANAGEMENT INSTITUTE SURVEY	NON
P319016	MOBILE TRAINING TEAM DEFENSE RESOURCE MANAGEMENT INSTITUTE	NON

	U.S Navy International Training and Education Catalog Detail Report for MASL P162 002 / CINS- 00-3306
MASL#:	P162002
Title:	DEFENSE RESOURCE MANAGEMENT
CIN:	S-00-3306
Days:	26
Location:	DEFREMANINST MONTEREY CA
Description	If the DRMC course applies basic concepts, techniques, and analysis to enhance the understanding, competence, and capabilities of U.S. and foreign military and civilian personnel in the allocation and use of scarce resources. Within the specified eligibility, the course is suitable for professional managers working in any functional field concerned with resource allocation. This could include a broad spectrum of fields (including operations, logistics, manpower, procurement, financial management, and related fields), and a wide range of professionals (for example, program managers, planners, engineers, evaluators, and systems analysts). In addition to the general objectives for all DRMI programs, this course is designed to apply the basic concepts and techniques of allocation and use of scarce resources illustrations of inanlysis and evaluation of programs and policies) and evolution and design of U.S. defense management systems. The course emphasizes the decision maker's broad perspective, which requires appreciation of the capabilities and limitations of a wide range of analytic concepts and systems, and awareness of the critical interdependence between and among such tools and specific decision making environments.

Click on Back until you return to the US Navy International Training Catalog Table of Contents.

Scroll down to Section VI and click on Course Listing by Title (with CIN) and click on

Course Descriptions by MASL. *Scroll* to the bottom of the listing and notice that there are multiple pages. These two listings allow you to look for the course if you think you know the **Title** of the course or if you know the **MASL** (Military Articles and Services List) ID number. The **CIN** number is the Navy's **Course Identification Number**. *Click* on a few of the courses and look at the kind of information that is provided.

Click on Back or NETSAFA Home and return to the NETSAFA Home page.

Click on Back until you return to the International Training Management page.

Registering with the NETSAFA Web Site

Note: We do not at this time recommend that you register with the NETSAFA web site in order to view your country training program data on-line at the NETSAFA web site. This function is to be eliminated soon, as the new **SAO Training Web** system for all Services is now on-line. You will visit that system in **Exercise 3**.

Finding Marine Corps Training Information

Click on **Marine Corps** on the **International Training Management** page. This is the USMC Coalition and Special Warfare Center page. The International Programs Section that handles international military training is in the CSWC.

Click on Contact List in the left hand menu. Click on International Military Training Section.

Notice the telephone numbers and E-mail address of the head of the **International Programs Section** and the regional **program managers**.

Click on SA Desktop Guide in the left hand menu. Click on Table of Contents.

In Part III-SAO Information, *click* on How to Request Marine Corps Training and Education and *read* that section. *Click* on Back to return to the Desktop Guide Table of Contents.

In Part II-Course Information, *click* on Course Descriptions for Marine Corps Courses. *Scan* a few of the Marine Corps courses.

Click on Back to return to the International Training Management page.

Finding Coast Guard Training Information

Click on Coast Guard on the International Training Management page.

Scroll down to the **International Affairs** section of the page. Identify the **International Programs Manager** and the **regional managers**. *Scroll* back to the **top** of the page.

Click on Section II in the left hand menu.

Scroll down and scan the content of **Policy and** Procedures.

Click on Section III in the left hand menu.

Scroll down and scan the information provided on the various Coast Guard training activities.

Click on several of the different **types or categories** of training (underneath the Section III link) in the left hand menu and scan a few of the Coast Guard training courses provided.

Click on Back until you return to the International Training Management page.

The SATFA Web Site

The SATFA Web Site provides information similar to that provided at the NETSAFA web site. Information is provided on how to request and manage Army training. Specific information on all training contained in the Army MASL (training available to international requirements) is provided. POC information is provided for IMSOs at the various Army training activities and schools. And, the various SATFA country training managers are identified.

Click on the hyperlink for SATFA from the International Training Management page.



Finding your SATFA Country Manager

Click on Regional Operations Division (left of screen).

Click on Program Manager Search and then click on your Country.

The **Training Program Manager** is identified by **Office Code** and **Tel No**. *Clicking* on the Office Code will automatically address an E-mail message.

Click on Back until you return to the SATFA Home page.

Finding Army Training Management Information

Click on Army Supplemental SAT Resources on the SATFA Home Page.

Scan the list of available resources and click on Programming Army Training (Chapters 1-7 of Greenbook).

Click on **Chapter 3 - Types of Security Assistance Training**. *Scan* this information and try to identify the different "types" of training offered by Army to the international community.

Click on Back until you return to the SATFA Home page.

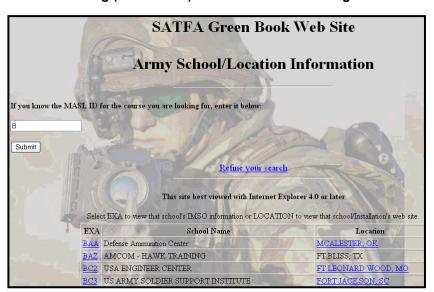
Finding Army School, IMSO, and Course Information

Click on U.S. Army Managed SAT Course Catalog (Greenbook) on the SATFA Home Page.

On the **Army School/Location Information** screen, *scroll* down and *click* on the **EXA** code to view information about the IMSO office for the desired school.

For example, *click* on **BCY** for the US Army Armor school. See below....)

Click on the **Location** to view the school's web page.



Click on Admin Information for more detailed School Admin Information. Click on Back.

Click on **IMSO Web Page** to go to the IMSO's web page. Not all IMSOs have a web page yet.

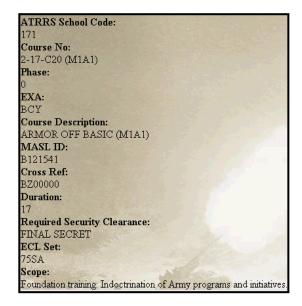
Click on **School Course Information** to see a list of the courses contained in the Army Training MASL for that school. School Course Information
Admin Information
IMSO WEB PAGE

IMSO Information:

LOC/EXA:
BCY
School Name:
USA ARMOR SCHOOL
Mailing Address:
INTERNATIONAL MILITARY STUDENT OFFICE
2350 OLD IRONSIDES AVENUE
FT KNOX, KY 40121-5234
IMSO Name & Title:
DIANNE ATCHER Chief, IMSO
Message Address:
COMDT ARMOR SCH FT KNOX KY

Click on the MASL ID (for instance B121541) for information about a specific course.

MASL ID	Course ID	Course Title
<u>B121541</u>	2-17-C20 (M1A1)	ARMOR OFF BASIC (M1A1)
<u>B121542</u>	2-17-C20 (M1A2)	ARMOR OFF BASIC (M1A2)
<u>B122162</u>	020-ASIA8	M1/M1A1 ABRAMS MSTR GUNNER
B122163	020-ASIK8 (T)	M1A2 ABRMS MSTR GUNR (T)



Click on Back until you return to the International Training Management page.

The AFSAT Web Site

Currently, the AFSAT Web Site does not provide *any* information on Air Force training or on individual country training programs. It does provide information on individual country training managers. The AFSAT *S.A. Training Program User's Guide* is available on the ITM web site under References.

Click on AFSAT on the International Training Management page.



Finding your AFSAT Country Manager

Click on Personnel and then TO – Training Operations.

Scroll down and click on Country Managers List by Country (bottom of screen).

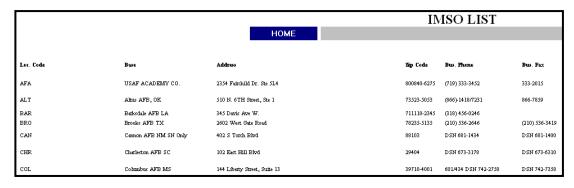
Click on first letter of country name and then country name (example, Egypt).



Click on Back and return to the AFSAT Home Page.

Communicating With an Air Force IMSO

Click on IMSO POCs on the AFSAT Home page.



Click on Back until you return to the International Training Management page.

The SATMO Web Site

The SATMO Web Site provides information on Army teams for both those requesting the team and information for Army team members. And, it identifies the various SATMO country training managers.

Click on the hyperlink for SATMO on the International Training Management page.



Finding your SATMO Country Manager

Click on Org. in the left hand menu. Click on Security Assistance Teams Division (SATD) – Go There.

Scroll down and click on the desired regional branch.

Click on the hyperlink to address an **E-mail message** to that individual.

Click on **Back** to return to the SATMO home page.



Miscellaneous SATMO Information

Click on SATTOC in the left hand menu for information on the Security Assistance Team Training Orientation Course. Click on Back to return to SATMO Home Page.

Click on **Forms** in the left hand menu and click on **Call-Up** for access to the **Call-Up Message Format** that is provided.

Call-Up Message Format

Subtitle of announcement

20 MAY 02 – The Call-Up format is being revised at the present time. Prepare to make some changes. It will be posted as soon as it is finished.

Call-up Message Format

Format for Security Assistance Team (SAT)

The following instructions are taken from Appendix C, AR 12-7, Security Assistance Teams. For the purposes of these instructions, the term "training" is used; however, requests must specifically state whether training or technical assistance, or both, will be required.

Format. Submit requests for SATs in the following format. If not all information is available, fill in to the extent possible.

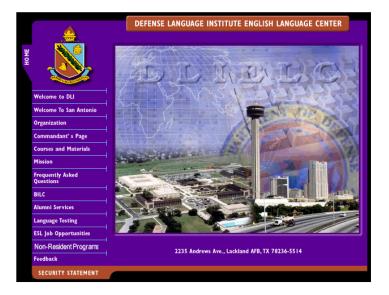
- a. SAT identification.
- b. Team composition. (Indicate the quantity, rank, MOS, and title of each team member.)

Click on Back until you return to the International Training Management page.

<u>Defense Language Institute English Language Center (DLIELC)</u>

The DLIELC web site provides a lot of valuable information for the SAO training manager. Obviously it provides information that is needed for reporting international military students and it provides information needed by the training manager to plan and program English Language training. English Comprehension Level (ECL) and Oral Proficiency Interview (OPI) testing information is also provided.

Click on the hyperlink for DLIELC from the International Training Management page.



DLIELC Country Program Managers

Click on Organization on the DLIELC Home page.

Click on **Resident Programs** Branch, *note* the Telephone Numbers and the names of the **Country Program Mangers**. This is the person at DLI who is responsible for keeping track of your students who

are attending training at DLIELC.

Click on the **Back** to return to the **DLIELC Home** page.

DLIELC Courses and English Language Materials

Click on Courses and Materials on the DLIELC Home page.

Click on **Descriptions of Courses and Support**. *Click* on the drop down menus of the various **categories** of courses and then *click* on the **desired course**.

Click on Back and return to the Materials, Courses, & Support

page.

Courses

American Language Course, MASL IIN B/D/P177009

The course is variable in length (minimum 10 weeks), includes General English Training (GET) and Specialized English Training (SET), and may be scheduled to start on any week.

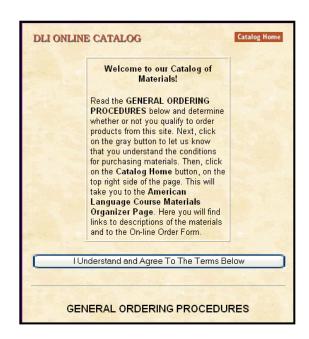
American Language Course (GET only), MASL IIN B/D/P177027

This course is variable in length (minimum 10 weeks), includes GET only, and may be scheduled to start any week.

American Language Course (SET only), MASL IIN B/D/P177008

This nine-week course focuses on language/study skills and terminology associated with technical training and professional military education. It may be scheduled to start on any week. Students must achieve the ECL and OPI (if applicable) requirements for entry into the follow-on training (FOT) before entry into this course.

Click on American Language Course Materials to go to the DLI On-Line Catalog.



Click on Back to return to the DLIELC Home page.

Language Testing Information

Click on Language Testing on the DLIELC Home page.

Click on and scan the information provided on Oral Proficiency Interview (OPI) and English Comprehension Level (ECL) test.

Click on Back to return to the DLIELC Home page.

In-Country English Language Training Program Information

Click on Non-Resident Programs on the DLIELC Home page.

Click on several of the informational items and scan. The information provided is very important to the conduct and management of the *in-country* English Language Training Program (ELTP).

Click on Back to return to the DLIELC Home page.

DLIELC Frequently Asked Questions

Click on Frequently Asked Questions on the DLIELC Home page.

Click on and scan some of the information provided to get a feel for the kind of information provided.

Click on Back until you return to the International Training Management Web Page.

SAO Web Site Examples

Yes, SAOs are developing web sites also. Why? Sure is a good way, particularly for the training manager, to provide information for his potential and selected International Military Students.

Under SAO in the Red menu box, click on SAO Web Sites.

Click on the hyperlink for **ODC Singapore and Brunei**.

Click on Training Program.

Scroll through the **Training Management** web page and note the type of information that is provided by the *ODC Singapore* training officer, *Mr. Sean O'Hara*. Sean is recognized as one of our best and most experienced SAO Training Managers.

Under **Our Procedures**, *click* on **pre-departure briefing** and view the excellent information that is provided there. *Sean* and ODC Singapore have also created a **CD-Rom disk** that presents this pre-departure briefing in a very professional manner.

This is just an example of what can be done via the **Internet** to convey our S.A. Training information.

Click on Back until you return to the International Training Management web page.

Searching for S.A. Training Web Sites

You *can* use the various **Internet Search** web sites to find our **S.A. Training** web sites.

For instance, *type* in the address for **Yahoo**, http://www.yahoo.com in your Browser's address block and *press* **Enter**.

Type in **DLIELC** and *click* on **Search**.

The first item found should be the **DLIELC Home** page, etc.

The point is, that the established Internet Search sites will also locate our military organizations, even our S.A. Training activities.

Good luck using the Internet to research international training. Be sure to use the International Training Management web page as your portal to all Security Cooperation training management information.

The DISAM Training Faculty